

At the Regular Meeting of the Greenville County Water and Sewer Authority, held on Monday, June 21, 2021, with Regular Session beginning at the conclusion of the Board of Supervisors Meeting, via Live Stream due to the COVID-19 Pandemic, at the Golden Leaf Commons, 1300 Greenville County Circle, Emporia, Virginia

Present: William B. Cain, Chairman  
Tony M. Conwell, Vice-Chairman  
Belinda D. Astrop  
James R. Brown

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Chairman Cain called the meeting to order.

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In Re: Approval of Agenda

Chairman Cain recommended approval of the Agenda with no added items.

Mrs. Astrop moved, seconded by Mr. Conwell, to approve the Agenda, as submitted. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Approval of the Consent Agenda

Chairman Cain recommended approval of the Consent Agenda consisting of the following:

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Approval of minutes for the meeting of June 7, 2021.

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Warrants:

Approval of Total Accounts Payable for June 21, 2021, in the amount of, \$107,914.78

Mr. Conwell moved, seconded by Mrs. Astrop, to approve the Consent Agenda. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Jarratt Water Treatment Plant Expansion Project Resolution #WS-21-51

Mr. Glen Gibson, Acting Director, addressed the Authority and read the following resolution into record. He then requested approval.

**RESOLUTION #WS-21-51**  
**JARRATT WATER TREATMENT PLANT EXPANSION**

**WHEREAS**, the Jarratt Water Treatment Plant (JWTP) is permitted by the Virginia Department of Health to process up to 2.0 million gallons per day (MGD). Due to the inefficiencies that are characteristic in water treatment plants, the usable capacity is 1.7 MGD; and

**WHEREAS**, the JWTP's average daily demand of 1.1 MGD per day plus a 0.6 MGD commercial client allocation leaves no usable capacity in the JWTP for future growth; and

**WHEREAS**, Greenville County is actively marketing the Mid-Atlantic Advanced Manufacturing Center and other Industrial Sites. Additional treatment capacity is required for the development of these sites and continued growth in Greenville County; and

**WHEREAS**, Greenville County Water and Sewer Authority (GCWSA) retained the services of B & B Consultants to prepare a Preliminary Engineering Report (PER) to upgrade the JWTP in 2019. The PER recommended the construction of a new 6 mgd treatment plant and distribution system upgrades at a cost of \$21,058,859; and

**WHEREAS**, the project is proposed to be funded by an agreement between funding partners, consisting of the GCWSA, Greenville County Board of Supervisors (Board) and the Mid-Atlantic Advanced Manufacturing Center Regional Industrial Facility Authority (RIFA); and

**WHEREAS**, the funding partners previously adopted resolutions allocating a percentage of capacity in the new treatment plant to be reserved for each of them. The resolutions also approved the submission of a grant application to the Tobacco Commission in the amount of \$785,906 to fund half of the design engineering fees for the project and a cash match based on the allocation adopted by each funding partner; and

**WHEREAS**, GCWSA previously adopted resolution #WS-21-34 authorizing a \$785,906 cash match of the requested grant for the remaining design engineering fees. The cash match consisted of:

- 1) \$363,998 - GCWSA funds
- 2) \$165,454 – Payment to GCWSA from the Board of Supervisors

3) \$256,454 – Payment to GCWSA from the RIFA; and

**WHEREAS**, the Tobacco Commission denied the grant request and offered a loan to fund half of the engineering for this project; and

**WHEREAS**, Staff recommends not accepting the loan offer and requests that the GCWSA authorize \$1,571,813 for the design engineering of this project.

**NOW, THEREFORE, BE RESOLVED** that the Greenville County Water & Sewer Authority authorizes \$1,571,813 for the design engineering of this project consisting of:

- 1) \$727,997 - GCWSA funds
- 2) \$330,908 – Payment to GCWSA from the Board of Supervisors
- 3) \$512,908 – Payment to GCWSA from the RIFA; and

Mr. Conwell moved, seconded by Mrs. Astrop, to approve Resolution #WS-21-51. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: BAI.Net Privacy Policy Resolution #WS-21-52

Mr. Glen Gibson, Acting Director, addressed the Authority and read the following resolution into record. He then requested approval.

**RESOLUTION #WS-21-52**  
**BAI.NET PRIVACY POLICY**

**WHEREAS**, GCWSA E-Services Online Bill Pay has been completed and implemented for Greenville County Water & Sewer Authority (GCWSA) customers as of February 26, 2021; and

**WHEREAS**, GCWSA E-Services allows transparency to our customers by providing access to their account information and to make payments online; and

**WHEREAS**, GCWSA customers are utilizing the GCWSA E-Services Online Bill Pay system with Elavon as the Merchant Services provider. In order to be compliant with Elavon's requirements, a Privacy Policy must be adopted and posted to the GCWSA BAI.Net webpage; and

**WHEREAS**, Staff recommends the Authority adopt the Privacy Policy attached.

**NOW, THEREFORE, BE RESOLVED** that the Board of Directors ("Board") of Greenville County Water and Sewer Authority hereby adopt the Privacy Policy:

Mr. Conwell moved, seconded by Mrs. Astrop, to approve Resolution #WS-21-52. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Generator Services Contract Resolution#WS-21-53

Mr. Gary Mitchell, Utilities Maintenance Manager, addressed the Authority and read the following resolution into record. He then requested approval.

**RESOLUTION #WS-21-53**  
**CONTRACT AWARD FOR GENERATOR MAINTENANCE SERVICES**

**WHEREAS**, Greenville County Water and Sewer Authority (GCWSA) issued a Request for Proposals for Generator Maintenance Services to provide these services for various water and wastewater facilities; and

**WHEREAS**, GCWSA reviewed the proposals and interviewed all of the companies; and

**WHEREAS**, Staff recommends awarding this contract to Fidelity Power Systems.

**IT IS, THEREFORE, HEREBY RESOLVED** by the GCWSA Board of Directors ("Board"):

- a. The Board hereby accepts the responsive and responsible proposal from Fidelity Power Systems, for provision of Generator Maintenance Services and awards a three year non-exclusive contract for \$11,795 annually.
- b. The Board hereby states its notice of intent to award the Generator Maintenance Services Contract to Fidelity Power Systems, the contract award will be contingent on there being no protest lodged to the award on or before July 6, 2021.
- c. The Boards adoption of this resolution constitutes publication of the Board's notice of award of said contract to Fidelity Power Systems.
- d. The Board authorizes the Attorney to draft a contract between GCWSA and Fidelity Power Systems and further authorizes the Acting Director, to execute said contract, conditioned on approval thereof by the GCWSA Attorney.

Mr. Conwell moved, seconded by Mrs. Astrop, to approve Resolution #WS-21-53. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Reservoir Grass Cutting Contract Resolution#WS-21-54

Mr. Gary Mitchell, Utilities Maintenance Manager, addressed the Authority and read the following resolution into record. He then requested approval.

**RESOLUTION #WS 21-54  
CONTRACT AWARD FOR GRASS CUTTING AT THE RESERVOIR**

**WHEREAS**, Greenville County Water and Sewer Authority (GCWSA) requested quotes to cut grass at their public water system reservoir; and

**WHEREAS**, Staff recommends awarding this contract to NuturChem, Inc.

**IT IS, ACCORDINGLY, HEREBY RESOLVED**, that the Greenville County Water and Sewer Authority Board of Directors:

1. Award the reservoir grass cutting contract to NuturChem, Inc. for \$8,250.00.
2. Authorizes the GCWSA attorney to prepare a contract between GCWSA & NuturChem, Inc.
3. Authorizes the GCWSA Acting Director to execute, on behalf of GCWSA the reservoir grass cutting contract.

Mr. Conwell moved, seconded by Mr. Brown, to approve Resolution #WS-21-54. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Small Purchasing Policy Resolution#WS-21-55

Mr. Russell Slayton, County Attorney, stated that the following resolution was the same as the Small Purchasing Policy that was adopted in the Board of Supervisors' meeting. He then asked if there were any questions and requested approval of Resolution #WS-21-55.

**BOARD OF DIRECTORS OF  
GREENSVILLE COUNTY WATER AND SEWER AUTHORITY**

**RESOLUTION #21-55**  
**SMALL PURCHASE POLICY**

**IT IS HEREBY RESOLVED** by the Board of Directors (“Board”) of Greenville County Water and Sewer Authority (“GCWSA”) that the Small Purchase Policy this day presented to the Board is hereby approved and shall become effective as of the date of adoption of this resolution.

**IT IS FURTHER RESOLVED** by the Board that adoption of this resolution rescinds GCWSA’s Small Purchase Policy which was adopted prior to this date.

Mr. Conwell moved, seconded by Mr. Brown, to approve the Small Purchase Policy. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Adjournment

There being no further business to discuss, Mr. Conwell moved, seconded by Mrs. Astrop, to adjourn the meeting. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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William B. Cain, Chairman  
Greenville County Water and Sewer Authority